

City of Mesa Library Advisory Board Meeting

Date: January 17, 2006
Time: 6:30 p.m.
Location: City of Mesa Main Library
64 E. 1st Street

Members Present

Kay O'Connor
Chair

Doug Gerlach
Maria Mancinas
Michael Yates
Alyssa Ratledge
Sharon Corea

Staff Present

Trisha Sorensen
Heather Wolf
Dawn P. Kucerak
Kate Havris

Members Absent

Liz Purtell-Excused
Cheryl Laflen- Excused
Jaime Herrera-Excused

Guests Present

Joshua Watler

AGENDA ITEM	DISCUSSION
Call to Order	Kay O'Connor called the regular Monthly Meeting of the City of Mesa Library Advisory Board to order at 6:33 p.m. on January 17, 2006. Mr. Gerlach inquired as to the practice of noting absences as "excused or unexcused" for the record on the Library Advisory Board minutes. This practice will resume with this evening's meeting, Tuesday, January 17, 2006.
Approval of Minutes	Maria Mancinas moved & Mike Yates seconded that the minutes of the November 15, 2005 regular meeting be approved as presented. Motion passed, all voting yes.
Public Comments	Mr. Joshua Watler, head organizer of the Mesa Chapter of the Association of Community Organizations Now (ACORN) addressed the board. Mr. Watler acknowledged the success of the Candlelight Vigil held in the parking lot of the Main Library on Thursday, December 8, 2006. Mr. Watler also communicated that the ACORN group will be committed to mobilizing new and infrequent voters in Mesa throughout its 29 precincts in anticipation of the May 2006 election. Mr. Watler indicated that reaching voters to educate them on the proposed budget cuts and tax initiatives to alleviate these cuts would be done in a professional and efficient manner. Mr. Watler cited that in Kansas a similar mobilization of voters netted a significant increase in voter participation.
Director's Report	<p>Ms. Sorensen, acting Community Services Division Director introduced Ms. Heather Wolf, acting Library Director to the board. Ms. Wolf then introduced Ms. Kate Havris, acting Library Administrator at the Main Library.</p> <p>Ms. Wolf presented the Director's Report. Ms. Wolf reported that the library continues to offer limited computer training in both English and Spanish.</p> <p>Ms. Wolf reported that Denise Shroyer, Government Documents Library</p>

AGENDA ITEM**DISCUSSION**

Assistant, and Sandy Rizzo, Librarian III, attended the annual Employees Advisory Solutions Team (EAST) luncheon to honor Denise's fine work as a mediator for staff issues within the City.

Ms. Wolf reported that Larry Lee, Librarian II, has been working with Tim Fleming from Red Mountain Framing and the Library Friends to auction off donated materials and raise money for the Friends. Larry received a check for \$500 dollars, which he passed on to the Friends.

Ms. Wolf reported that the Mesa Room continues to operate with one person who handles the same number of questions and customers prior to the reduction of staff in the Mesa Room. As a result, there is little time to solicit for donations to the Mesa Room or complete archival work.

Ms. Wolf reported that the Library transitioned to its new computer system, Horizon, on November 16, 2005. Collection Support Services (CSS) experienced technical difficulties with Horizon such that no library materials were ordered from November 1, 2005 through December 13, 2006. This impacted the library's ability to bring new materials into the library; however, it did enable CSS staff to focus on other projects that had been delayed.

Ms. Wolf reported that David Jenny, Librarian II, has transitioned to the Red Mountain Library. Mr. Jenny has been trained at all service desks.

Ms. Wolf reported that as of January 12, 2006, the one-desk project at Dobson Ranch is operational.

Ms. Wolf reported that Ms. Sorensen had posted the first article to the Library's Blog, *Check It Out*. A number of responses and questions have been posted. A second article will be posted in January. Ms. Corea also commented on the availability of the Tribune's blog.

Ms. Wolf reported on the current Strategic Planning Activities:

**Reconfiguring the Mesa Room staff area into a multi-faceted processing area and relocating the Archivist's office to the room closest to the service desk.

**Offering Heather Wolf's CSS Supervisory Librarian as a Management Development Opportunity (MDO).

**The MCC project. The meeting for December was cancelled. Currently an issue has arisen regarding the filtering of computers. MCC does not filter whereas MPL does. City management and the senior staff at MCC are now addressing the filtering issue.

Ms. Wolf reported that a recent repair to the motorized compact-shelving units in Periodicals indicate that the shelving would need to be replaced possibly by Spring 2006.

Ms. Wolf reported that the Library received \$250,000 in Indian Gaming money. The money was allocated to fund new juvenile and young adult books for the Red Mountain branch (\$150,000) and Main branch (\$100,000). The Indian Gaming money will be used during this fiscal year, 2005-2006.

Ms. Wolf reported that the Red Mountain Library received a \$2,000 check from the Chapman's.

Ms. Wolf reported that due to the new Horizon computer system, monthly statistics are still not accessible. There has also been an increase in patron holds at all library locations. With Horizon, patrons can place holds on items that are checked in and on the shelf, which has contributed to the increase in patron holds.

AGENDA ITEM	DISCUSSION
	<p>Previously in DYNIX patrons were unable to do this. With the increase in patron holds and staff shortages it has been difficult to pull and process the patron holds. For December 2005, there were 2,400 patron holds at the Main library.</p> <p>Ms. Wolf reported that the ACORN group, in conjunction with the Friends of the Library, held a candlelight vigil at the Main Library on December 6, 2005 to support the library and raise awareness about potential budget cuts. Library Advisory Board Chair, Kay O' Connor, and a number of other individuals spoke passionately about why libraries are important to our community. Approximately 250 people attended.</p> <p>Ms. Wolf reported that since October's hiring freeze, 16 employees, whose positions cannot be refilled, have resigned. This equates to 11.4 full-time employees (FTE). Current staffing levels are representative of a time when the Red Mountain and Dobson Ranch libraries were only open 47 hours per week. Ms. Sorensen will update a report to Ms. Debra Dollar, Deputy City Manager, on current staffing levels and options for further reductions in services or hours.</p> <p>Ms. Wolf responded to Ms. Corea's inquiry as to whether or not the library had received any feedback regarding the Summer Reading Program (SRP) since the library will not be participating in the program this year. Ms. Wolf reported that to date, no comments about not having the summer reading program have been received. The public may not yet realize that there will not be a summer reading program. Consideration will be made before June 2006 to offer a modified SRP.</p> <p>Ms. Wolf responded to Ms. Corea's inquiry about any forthcoming reports on the MCC project in light of the staff shortages within the library. Ms. Wolf reported that MCC would staff and equip any new facility. MCC anticipates opening and operating a facility as early as January 2007. The City of Mesa would fund the building.</p> <p>Ms. Wolf reported that the upcoming goals for the library include completion of the budget 2006-2007 by Feb. 3, 2006, advertisement and recruitment for the supervisory librarian position as a Management Development Opportunity in CSS, and work on the new materials contracts.</p>
<p>YAAC Report</p>	<p>Ms. Ratledge reported that it is quiet in Youth Services although in December 2005, the Young Adult Advisory Council (YAAC) sold holiday CD's at Merry Main St. The proceeds from the CD sales netted sufficient revenue for the YAAC group to remain solvent throughout 2006.</p> <p>Ms. Ratledge also reported that Mr. David Clement-Davies would be a guest at the Main Library on Saturday, February 11, 2006. Mr. Clement-Davies will discuss his teen fantasy books including his newest, "The Telling Pool."</p> <p>In addition, Ms. Ratledge reported that she had assisted in Youth Services to pull "worn" or low circulating materials from the young adult collection. The additional space will be used to house new young adult materials purchased with the Indian Gaming money.</p>
<p>Friends of the Library Report</p>	<p>No report available. Update will follow at the Library Advisory Board meeting scheduled for Tuesday, March 21, 2006.</p>
<p>Information: MCC Downtown Campus Project Update</p>	<p>Ms. Wolf reported that an architect has been contracted for the MCC project. In January, the architect will first meet separately with MCC and MPL to facilitate programming exercises regarding the functional space of the new building</p>

AGENDA ITEM	DISCUSSION
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(computer commons). Afterward the architect will meet with both MCC and MPL to discuss the results. Currently, MCC and MPL differ on the issue of “filtering.” MCC does not filter whereas MPL does. This remains a discussion point for both MCC and MPL as the joint project progresses.

**Action Item:
Fines and Fees**

Ms. Wolf reported that the Library has completed its annual review of the fines and fees schedule for Fiscal Year 2006-2007. Ms. Wolf provided the board with charts comparing Mesa Public Library’s (MPL) fines and fees schedule to other valley and out-of-state libraries. The charts indicate that MPL is in line with what other libraries are charging. The Leadership Team at MPL recommends no changes to the fines and fees schedule be made for the FY 2006-2007. The fines and fees schedules are used by Budget to factor anticipated revenue for the new fiscal year. Ms. Wolf asked for approval that the current fines and fees schedule be adopted for the FY 2006-2007. Mr. Yates recommended approval. Motion passed, all voting yes.

Budget Update

Announcements

Ms. Sorensen reported that the new City Manager, Mr. Chris Brady, anticipates scheduling time with the City Council to prioritize the list of cuts should the tax initiatives not pass. Mr. Brady foresees “tweaking” the City’s budget for Fiscal Year 2006-2007 and placing all items on the “cut list” as a BAR (budget adjustment request). This means the City’s budget for FY 2006-2007 would be based on \$37 million dollars in cuts. For the library, these cuts include reduce hours in the Mesa Room, close the Mesa Room, reduce hours at the Red Mountain and Dobson to 40 hours per week or possible closure of the branches. Layoffs would be avoided with a reduction to 40 hours per week at the branches.

Adjournment

Doug Gerlach moved & Mike Yates seconded that the meeting be adjourned. The meeting was adjourned at 7:30 p.m.

The next meeting will be held on March 21, 2006, at 6:30 p.m. in the Main Library Boardroom, 64 E. 1st Street.